



CASH ADVANCE DEPOSIT RECONCILIATION

This form along with any backup must be attached to all cash advance related deposits and submitted in person to the Bursar's Office in Campus Center, 202.

Original amount received: _____

Amount spent: _____

* Please provide backup for this field

Amount returning: _____

FOAPAL expenses should be charged to:

FUND	ORG	ACCT	PROG	ACT	LOC
_____	_____	_____	_____	_____	_____

*NOTE: All cash advances are processed through the Cash Advance Clearing Account (191073). Once the excess funds have been returned, the net expense will be charged to the FOAPAL provided.

Department

Print Name

Sign

Date

Extension